

UNIVERSITY OF KERALA

(Abstract)

University Examinations- Implementing UGC guidelines - Valuation of answer papers of regular students - Part of Duty of Examiners drawing UGC Scale of pay -Resolution of the Syndicate – Sanctioned - Orders issued.

MONITORING AND CO-ORDINATION I SECTION

No.M&C.I.2/1800/2017.

Dated, Thiruvananthapuram, 06.11.2017

Read: -1. G.O.(P)No.171/99HEdn dtd 21.12.1999

2.G.O.(P) No.5/2001/HEdn dtd 3.01.2001

3. Item No. 23.77 of the Minutes of the meeting of the Syndicate held on 12.09.2013

4. Item No. 18.18 of the Minutes of the meeting of the Syndicate held on 20.06.2016

5. Item No. 21.22.Additional Item No.01 of the Minutes of the meeting of the Syndicate held on 21.10.2016 and 27.10.2016.

6. Item No. 23.50 of the Minutes of the meeting of the Syndicate held on 23.12.2016.

7. Item no.29.128.22 of the Minutes of the meeting of the Syndicate held on 11.08.2017

8. Item no.30.92.01 of the Minutes of the meeting of the Syndicate held on 10.10.2017

9. Finance Endt. No. 2680 dated 30.10.2017

ORDER

The Government, vide paper read as (1) above had issued orders implementing revised scales of pay to University/College teachers at par with the revised University Grants Commission (UGC) Scales of pay prescribing hours of work, number of working days etc in December 1999. Accordingly examination work is part of duty of teachers and the performance appraisal of teachers should also contain an assessment of their response to Examination work.

Further the Government vide paper read as (2) above issued orders that teachers shall value the answer scripts of regular students as part of duty in accordance with UGC Regulations and no remuneration shall be paid. It was also stated that in the case of valuation of answer scripts of private candidates, remuneration may be given to serving as well as retired teachers.

The UGC Regulations, 2010 also laid down a Code of Professional Ethics which stipulated that teachers should co-operate and assist in the conduct of University and College examinations, including supervision, invigilation and evaluation.

The meeting of the Senate held on 6th and 7th March 2013 had also decided to implement the UGC regulation treating valuation as part of duty like that being implemented in the teaching departments under CSS pattern.

The Syndicate vide paper read as (3) above, considered alongwith the recommendations of the Standing Committee of the Syndicate on Examinations and Students Discipline held on 14.08.2013, the proposal of treating valuation of answer books as part of duty of the teachers and accepted the same in Principle.

The Accountant General, Audit while scrutinizing the records of six Universities in Kerala (Kerala, Calicut, Kannur, Cochin, Sree Sankara and MG) observed that remuneration was continued to be given to University /College teachers during 2010-2014 for valuation of answer scripts of regular students also, in violation of the UGC instructions and specific orders of the Government. The Accountant General, Audit further informed that the Universities being grant in aid institutions are bound to implement the stipulations of UGC and also the orders of Government.

The Syndicate vide paper read as (4) to (8) considered the matter further and resolved to implement the UGC regulation of treating valuation as part of duty of teachers in the following manner.

1. Instead of Central Valuation Camps, each college shall be designated as valuation camps.
2. Valuation by Additional examiners shall be conducted at the colleges(exam centres) itself considering all colleges/centres as a single unit for UG courses. Chief Valuation shall be conducted in the presence of Chairman at a Central camp constituted for the purpose.
3. In the case of PG courses First valuation shall be done in the College /Centre and the answer books are to be returned to Distribution Centre/Permanent Camp, for distribution to another college for second valuation.

4. Teachers of a college are duty bound to value the exact number of papers corresponding to the number of students who have taken the exam in that college without claiming any remuneration. Papers of Improvement and Supplementary candidates do not come under the purview of "Part of Duty".
5. Total number of answer scripts to be valued by the Additional examiner =
$$\frac{\text{Total number of answer scripts in a paper}}{\text{Total number of examiners to value the paper excluding Chairman, Chief and Nodal Officer.}}$$
6. Remuneration Payable to the Examiner = Total no of papers valued by him – Total no of regular Candidates under him
7. A Nodal officer shall be selected from among the senior most teachers by obtaining their willingness and shall be appointed for a period of not more than two years by the University as recommended by the Principal. He/She shall be exempted from valuation duties and the service /experience as Nodal Officer shall be reckoned as administrative experience for considering University appointment. This post is subject to rotation.
8. Teachers who have retired from Govt/Aided colleges and are working in self financing colleges shall be posted as Chief Examiners, if required.
9. External valuation(Outside Kerala University) shall be done for rare subjects taught in single college.
10. In the beginning of each semester paper wise details of teachers handling classes for the semester shall be obtained from the colleges, and a data bank of teachers(paper wise) shall be prepared.
11. The remuneration for extra paper valued shall be fixed at Rs.20/- per paper for UG courses and Rs.25/- per paper for PG courses. Rs.10/- per paper shall be fixed for scrutiny of answer papers done by the Chief examiner.
12. In the case of Self Financing Colleges where there are no regular faculties available for valuation, the remuneration payable for valuation shall be levied from the college.
13. Duty certificate shall be issued to the examiners for valuation of answer books at the rate of 20 answer books for PG courses and 30 answer books for UG courses, provided the valued answer books are returned within the stipulated period.
14. The above recommendations shall be made effective from 2017-2018 onwards.

Sanction has therefore been accorded by the Vice-Chancellor to implement the above recommendations of the Syndicate.

This order is issued in the light of the Finance concurrence read as (9).

Orders are issued accordingly.

Sd/-
Dr.K. Madhukumar
CONTROLLER OF EXAMINATIONS

To

1. The Government Auditor
2. Joint Registrars
3. Principals of all colleges
4. PS to VC/PVC
5. Deputy Registrars
6. PA to Registrar/CE/FO
7. Assistant Registrars
8. All Sections
9. Stock file/File Copy

Forwarded by Order

Section Officer